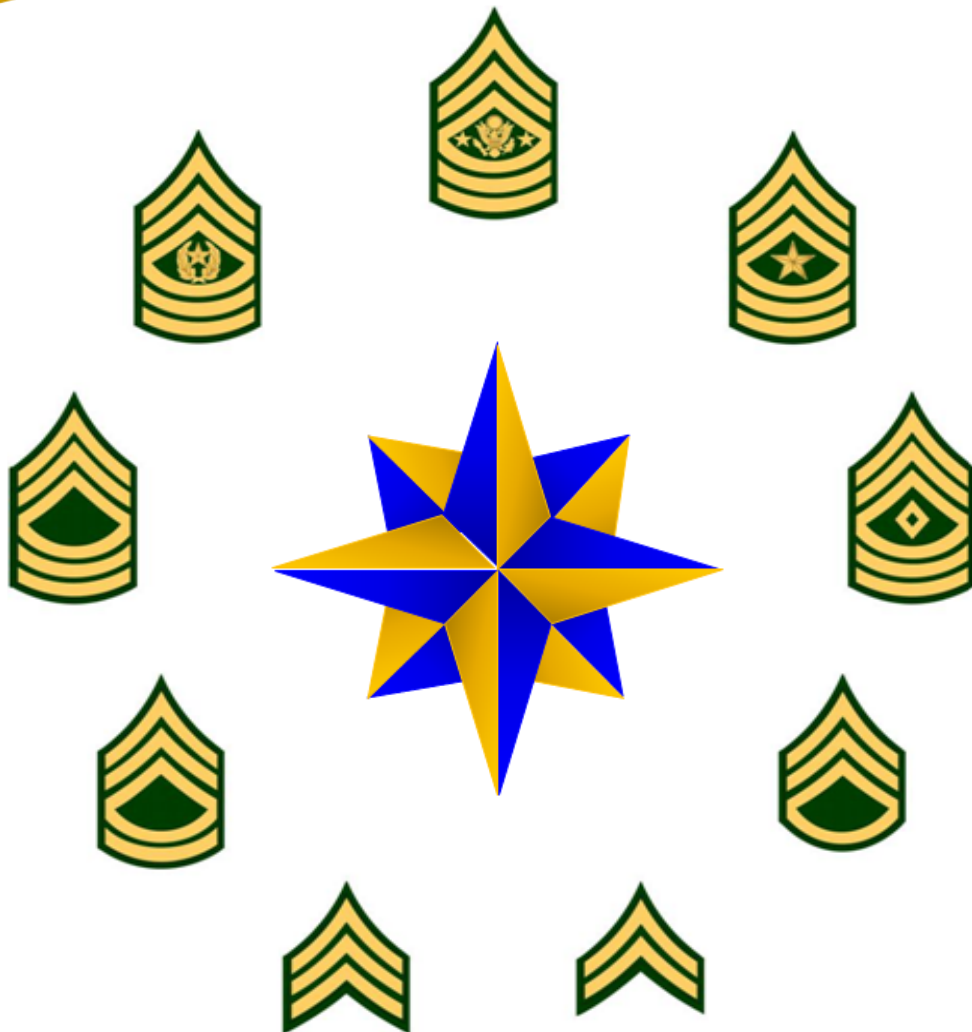


# NCO ACADEMY HAWAII

**TRAIN TO LEAD**



MARCH 2013

This student guide is used to assist students who are attending the United States Army Noncommissioned Officer Academy (NCOA) Hawaii. For information on student advance readings for WLC go to <http://www.usarpac.army.mil/ncoa/index.htm>

#### TELEPHONE

Only official military calls will be received at the Academy office.  
The following telephone numbers will be used:

'656-0460 (SDNCO - 24 hours a day)

'656-0577/0576 (OPERATIONS - Monday-Friday 0900-1630)

# **NCO Academy Hawaii**

## **Welcome Letter**

1 April 2012

### **LEADERS:**

We welcome you to the United States Army Noncommissioned Officer Academy, Hawaii, and congratulate you on your selection to attend the Warrior Leader Course (WLC).

The Warrior Leader Course (WLC) is Military Occupational Specialty (MOS) non-specific, leader-centric course that serves as the foundation of the NCO Education System (NCOES). The course will leverage technological and conventional face-to-face teaching and delivery methods to train private first class through sergeant to perform both tactical and garrison related team leader duties.

The curriculum will consist of three modules; leadership, training management, and war fighting. In addition, the leader's performance will be evaluated against the curriculum using core leader competencies, broadly-skilled leader attributes, and battle-command characteristics throughout the course.

Your performance will be evaluated under the policies and procedures outlined in AR 623-1. You must meet all academic course standards to graduate. You will receive an Academic Evaluation Report (AER), which will provide information regarding your accomplishments, potential, and limitations during your attendance at the NCOA. It is very important for you to be in good physical readiness condition and meet Army height and weight standards IAW AR 600-9, while attending WLC.

The NCO Corps is the "Back Bone of the Army"; we look forward to preparing you to take that next step of being part of our NCO Corps and a standard bearer for our Army.

**"TRAIN TO LEAD!"**

Commandant  
NCOA, Hawaii



## **What to expect while at the Warrior Leader Course**

From the time of your initial in processing to graduation day, you should expect to be treated like a Noncommissioned Officer, A leader of soldiers. Understand that you have entered a formal institution of learning and your first NCOES. Take pride in the fact that you are attending an Institution of Excellence. Study and memorize the Creed of the Noncommissioned Officer and the Soldiers Creed BEFORE you arrive.

Ensure that you are mentally prepared to work long hard hours. The Program of Instruction is designed to be mentally challenging and physically tough. Arrive at the NCO Academy IAW Army Regulation 600-9.

Be prepared to serve in numerous Leadership positions as called upon, (Remember that this is a Leadership course!) such as Student First Sergeant, Platoon Sergeant, Squad Leader or Team Leader. You will be in charge of Inspections and Details such as: Barracks, Flag detail, Commandants detail.

Remember that you will be in front of your peers and instructors. Give Physical Readiness Training to your squad, lead inarrison, and during a Situational Training Exercise (STX). There will also be individual evaluations that you will need to pass.

NCOERS, Counseling, Army Leadership, After Action Review, Map reading and Combat Orders are just of few examples of the training received by each Warrior going through the course.

By having the right mental attitude, working hard and paying attention to detail, you will find your time at the NCO Academy Hawaii enjoyable and rewarding.

**TRAIN TO LEAD**



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY**  
**6055 EAST RANGE ROAD**  
**SCHOFIELD BARRACKS, HAWAII 96857-7000**

APVG-NCOA

22 February 2013

**MEMORANDUM FOR RECORD**

**SUBJECT: Sponsor Responsibilities for WLC**

1. The responsibility of taking care of Soldiers falls directly on the shoulders of the NCO who sponsors the student. Soldier training and their welfare are the responsibility of the academy.
2. On the report day all sponsors will ensure that their Soldiers have the Pre-Execution Checklist filled out correctly. The First Sergeant's and Commander's contact data must be correct. Sponsors will not depart the academy until they are briefed by the Chief Instructor or a representative.
3. During day 0, any military personnel, in ACUs only, may drop off items at the academy at any time. During the first 72 hours sponsors, in ACUs only, may drop off items at the academy between 1800-2000. The first 72 hours start at 1800 on the report day and end at 1800 on Day 3. Sponsors must be in the rank of SGT (E-5) or above.
4. After the first 72 hour period, sponsors may drop off items to the student between the hours of 1800-2000. Uniformed sponsors dropping off items will be ACUs or dress uniform only.
5. WLC is a live-in course. Students will reside in the barracks, no exceptions. Students are not allowed to park their POVs over night at the NCO Academy. Therefore, it is not recommended they drive to WLC on day zero.
6. There are four scheduled lunch appointments during the WLC course. Sponsors, NCO Support Channel and Chain of Command may schedule a lunch appointment. Appointments will be made with the administrative support technician at (808) 656-0460. No other Soldiers or civilians are permitted to have lunch with a student.
7. Early release or unit recall of a student will be the decision of the BN CSM of the student. The BN CSM must notify the commandant, in writing, of their request.
8. The student's equipment and weapon will be picked up by Soldiers in ACUs and in a government vehicle only.

APVG-NCOA

SUBJECT: Sponsor Responsibilities for WLC

9. Sponsor parking is not allowed inside the academy. All sponsors and civilians dropping off items will park outside the academy in the gravel parking lot.

10. The point of contact for this memorandum is the undersigned at (808)656-0262.

A handwritten signature in black ink, appearing to read 'Mark E. Porrett', with a stylized, flowing script.

MARK E. PORRETT  
CSM, USA  
Commandant



# NCO Academy Hawaii Warrior Leader Course Packing List



Clothing Items	Required	On Hand
ID Card	1 each	
ID Tags (Complete) w/ values tag, allergy tag	1 set	
Army Combat Uniform (Complete)	4 sets	
IPFU Jacket	1 set	
IPFU Trunks	2 each	
IPFU Short Sleeve Shirts	2 each	
Reflective Belt	1 each	
Boots, Tan	2 pairs	
Running Shoes	1 pair	
Shower Shoes (Black)*	1 pair	
ACU Patrol Cap (w/ sew on or pin on rank)	2 each	
Cotton T-Shirts, Tan	6 each	
Underwear, Neutral Color	6 each	
Belt, Riggers (Tan)	1 each	
Socks, White	6 pairs	
Socks, Green or Black	6 pairs	
Gloves Issued (Black Shells w/ Inserts or Green Nomex Gloves)	1 pair	
Wash Cloth, Brown	2 each	
Towel, Brown	2 each	
Combination / Key Lock	1 each	
Boot Cleaning Kit	1 each	
Duffle Bag	1 each	
Personal Hygiene Kit (as needed)	1 set	

TA 50 Items	Required	On Hand
Bag, Waterproof	1 each	
Bag, Barracks Laundry	1 each	
LBV / LCE / MOLLE vest	1 set	
Poncho	1 each	
Poncho Liner	1 each	
Wet Weather Top / Bottom	1 set	
Sleeping Mat / Pad	1 each	
M16 / M4 Blank Firing Adapter	1 each	
M16 / M4 Weapons Sling	1 each	
Weapons Cleaning Kit (Complete)	1 each	
Helmet, Complete w/ camo band and rank (No Mount)	1 each	
L-Shaped flashlight w/ red lens and batteries	1 each	
Assault Pack (Issued)	1 each	
30 round magazine	7 each	
Canteens (2) or Camelbak - ACU Pattern as issued by CIF	1 each	
Eyewear, Ballistic Protective Clear Lens (Army approved)	1 each	
Military Lensatic Compass (Issued)	1 each	
M16 / M4	1 each	
Whistle	1 each	
Protractor GTA: 05-02-012	1 each	

ASU / Army Green Service Uniform	Required	On Hand
ASU Trousers or Army Green (AG) Trousers	1 each	
ASU / AG skirt optional for females in lieu of slacks	1 each	
Short Sleeve Shirt White or Army Green	1 each	
Shoes, oxford black	1 pair	
Shoes, pumps, black (female)	1 pair	
Necktie, black (male)	1 each	
Tab, Neck (female)	1 each	
Namplate	1 each	
Socks, Black dress	1 pair	
Belt, Black w/ brass tip	1 each	
Beret	1 each	
Shirt, White (male)	1 each	
All Insignias, awards, devices worn with uniform	1 set	

Commandant's Suggested Items
Additional IPFU
Spandex (Black or Gray) **No logos
Pens and Pencils
Laundry Detergent
Tactical Gloves
Notebook
Sewing Kit
Knee & Elbow Pads (if issued)
Eyewear, Ballistic Protective Dark Lens (Army approved)

## Note:

1. The following items are required by all students. All items must be present on day 0.
2. Items must be clean and serviceable IAW applicable regulations.
3. The Army Aircrew Combat Uniform (A2CU) is not authorized while attending WLC. The Army Combat Uniform (ACU) is the only authorized uniform.

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**Course  
Pre-requisites**

1. EFFECTIVE 1 April 2013, Structured Self Development 1 (SSD-1) is a prerequisite to attend the Warrior Leader Course (WLC), IAW ALARACT 216/2012 – Structured Self Development (SSD) Prerequisite for NCOES. Soldiers attending WLC are required to present a copy of their SSD 1 completion certificate during inprocessing. Soldiers who report to WLC without the SSD 1 completion certificate will be given 72 hours to product their SSD1 graduation certificate or will be administratively disenrolled.

2. Attendance will be on a priority basis:

\*Soldiers attending WLC must fall into the following priorities-

a. Priority One: Staff Sergeants promoted without WLC.

b. Priority Two: Sergeants who are non-WLC graduates. The SGT may or may not have a WLC waiver.

c. Priority Three: SPC/CPL promotable. Use the following priority list:

(1) SPC/CPL (P) who meets the cut off score. SPC/CPL (P) in MOS which have additional promotions if more promotable SPC/CPL had been available and those identified as "Star MOS" by monthly HRC Promotion Cut-Off Memorandums.

(2) SPC/CPL (P) in other MOS serving in an authorized NCO position based on the highest number of promotion points.

(3) All other SPC/CPL (P) on a recommended list based on the highest number of promotion points.

d. Priority Four: SPC/CPL in leadership positions. In order to fill all WLC training seats, non-promotable SPC with demonstrated leadership potential may attend WLC only after exhausting all other higher order of merit list (OML) categories.

e. Priority Five: PFC with leadership potential.

\* Meet height and weight standards IAW AR 600-9.

\* Eligible for reenlistment and have a recommendation from their immediate commander.

\* Soldiers approaching transition from the active rolls may attend WLC up to their ETS date. This action will reduce the training requirement if the Soldier continues his/her military commitment in the ARNG or USAR.

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**Course**  
**Pre-requisites,**  
continues

\* Arrive fully capable of performing supporting individual tasks and tasks required in the next lower level course, e.g., basic training, SMCT.

\* have a current periodic health assessment (PHA) or medical examination within the past 12 months to attend WLC. PEC states 5 years, which is in error IAW AR 40-501.

\* If age 40 or over, have completed a cardio vascular screening as part of their PHA within the last five years.

\* Effective 1 October 2007 the automated Pre-Execution Checklist (PEC) took effect for Army Reserve and Army National Guard Soldiers; If you are active duty Army, you must have a hard copy of the pre-execution checklist in your possession.

\* Proof of SSD-1 completion.

3. Soldier's have 72 hours to provide all required missing documents. Soldier who fail to provide required missing documents in the established time line will be disenrolled and returned to unit.

4. Commandants may not add local requirements to the prerequisites.

(REF: AR 350-1, Chap 3; AR 40-501, Chap 8; AR 635-200, Para 5-14; TR 350-10, Chap 2, Para 2-6; TR 350-18, Chap 3, Para 3-22; and IAW ALARACT 216/2012)

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**Enrollment  
Requirements**

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1. Soldiers, whose reservations were made after 1 October 2007, are only required to report with documentary evidence of physical profile and SSD1 completion certificate.

2. Temporary Profiles: Soldiers may enroll with temporary profiles. The profile must not prevent them from meeting all physical tasks and the physical graduation. \*Temporary Profile Exceptions: Soldiers will train within the limits of their profiles. If a Soldier on a temporary profile cannot complete all the events of the APFT or meet all the physical requirements, will not be allowed to enroll in WLC.

\*Permanent Profiles: Soldiers possessing permanent profiles 3 or 4 must provide a copy of the DA Form 3349, with signatures from the profiling officer, and the approving authority (a physician). Commanders do not need to sign unless they disagree with the profile findings. P2 profiles require an only doctor's signature. Soldiers possessing permanent profile designators of "3" or "4" who have been before an MMRB, awarded medical limitations, and allowed to retain their occupational classification will be permitted to attend various courses and train within the limitations of their profile.

\*Pregnant soldiers: - Prior to the course may not attend WLC until medically cleared. - Diagnosed as pregnant while attending WLC may continue, but they must provide written documents from doctor that states they can participate in all course physical requirements. Soldiers medically dismissed for pregnancy after enrollment are eligible to return to the course when medically cleared.

\*Physical Requirements: Soldiers must participate in all WLC physical requirements based upon the limitations of their profiles.

3. Wounded Warrior: Commandants will not deny enrollment or disenrollment of Soldiers based on physical profiles resulting from MMEB or MEB rulings. These soldiers can attend PME and MOS courses. These are soldiers who previously were unable to meet course requirements as a result of physical limitations that have been formally acknowledged by either the wounded warriors program and/or a permanent profile as a result of a MOS/medical retention board or medical evaluation board, and that are properly documented using the military physical profile for physical condition/stamina, upper extremities, lower extremities, hearing/ear, eyes, and psychiatric (PULHES) code. Commandants are authorized to adjust or waive graduation requirements to these soldiers for enrollment and attendance at professional military education courses (PME) and military occupational specialty (MOS) courses due to reclassification.

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**Enrollment  
Requirements,**  
continues

4. NCOA will deny enrollment to Soldiers failing to meet any one of the above prerequisites. Commandants may not supplement these mandatory enrollment requirements.

(REF: AR 40-501, Chap 8; AR 350-1, Chap 3; and TRADOC Reg 350-10, Chap 2, Para 2-6(d); HRC Profile Policy for NCOES, 19 January 2007; and <https://www.hrc.army.mil/site/protect/Active/epncoes/ncopoc.htm>, SECARMY Memorandum Subject: Army Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education, dated 17 September, 2012), and medical evaluation boarded soldiers approved for continued service and related professional military education and military occupational specialty training, reference, AR 350-1, Para 3-9d; AR 600-60, Para 4-17; AR 40-400, Para 5-3b thru 5-3d.DTG XX0800 MAR 09)

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**Course  
Graduation  
Requirements**

1. Students must score 70 percent or higher on the following graduation requirements:

- a. Conduct Army Physical Readiness Training,
- b. Conduct Individual Training,
- c. Conduct Squad Drill,
- d. Communicate in Writing,
- e. Oral History Briefing,
- f. Two demonstrated Leadership Evaluations (garrison and tactical environment),
- g. Leadership Exam,
- h. Training Exam,
- i. Warfighting Exam, and
- j. Land Navigation Evaluation (75%).

2. Students must pass the APFT and meet the Height/Weight requirements. Commandants will arrange for students to take the APFT and screen Height/Weight requirements while allowing for one retest. Students who fail to pass a final APFT or Height/Weight standards will be dismissed from WLC.

(REF: AR 350-1; TRADOC Reg 350-18; TRADOC Reg 350-10; and WLC CMP), and SECARMY Memorandum Subject: Army Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education, dated 17 September, 2012)

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**Course  
Graduation  
Requirements,  
Continued**

3. APFT-Height/Weight IAW SECARMY Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education) EFFECTIVE 01 November 2012.
  4. Soldiers flagged for weight control failure will not be selected, scheduled or attend institutional training. Once soldiers meet standards, they will be considered eligible for military schools and institutional training courses.
  5. Soldiers attending military schools and institutional training courses, which require preparation of a DA Form 1059 (service school academic evaluation report), will be administered the height/weight screening as a graduation requirement. All students will be administered the initial height/weight on day one and the APFT on within three days.
    - (1) One retest and/or screening is allowed. It will be administered no earlier than seven days after the initial APFT-height/weight assessments.
    - (2) Soldiers who meet academic course requirements, but fail to meet the APFT-height/weight standards will be dismissed from the course.
  6. Soldiers who fail to meet the body fat composition standards of AR 600-9 after a rescreening will be dismissed from the course. If students meet HT/WT standards IAW AR 600-9 no paperwork is required.
  7. NCOA Commandants will not add to the standards of AR 600-9 or the SECARMY Directive by imposing any arbitrary percentages to the body fat composition.
  8. NCOA Commandants will arrange for students who fail the body fat composition and deem them to be a potential health risk, to be seen at the post Medical Center or Troop Medical Clinic for medical clearance. This is also a requirement for students who look unhealthy or unfit for meeting WLC physical requirements. If medical clearance is denied, student is disenrolled.
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**Course  
Graduation  
Requirements,  
Continues**

9. Soldiers attending NCOES (WLC) under a Temporary Underlying Medical Condition, (for example: a metabolic disorder) or who fails to meet the body fat composition standards IAW AR 600-9, as diagnosed by a Healthcare provider and is being treated by the Healthcare provider for an underlying condition, can still attend the course. This condition will not limit the Soldier's physical limitations to complete the course and has the appropriate/approved paperwork IAW AR 40-501 and AR 600-9 and will be exempt from receiving a Marginal 1059, upon completion of the course. The Soldier must present a memorandum during enrollment that states he/she is "Not medically cleared to participate in a weight control and exercise program" and "The Soldier has an underlying medical condition requiring treatment. The estimated time before Soldier can participate in the Army Weight Control Program (AWCP) is \_\_\_\_ months." This memorandum must be IAW AR 600-9, Fig 3-1 and signed by the appropriate personnel.

(REF: Army Directive 2012-20, AR 40-501, and AR 600-9)

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**Physical  
Requirements**

1. Students must be able to meet the following physical requirements during the course:

- a. Pass APFT.
- b. Conduct, demonstrate, and lead physical fitness training.
- c. Negotiate rough terrain under varying climatic conditions.
- d. Walk a minimum of 3200 meters with load carrying equipment (LCE) in a minimum of three hours.
- e. Lift and carry all required packing list items (OCIE and CTA 50-900) for short distances.
- f. Carry a 48 pound combat load that contains mission essential equipment (weapon, helmet, uniform, LCE included in 48 lbs).
- g. Lift and carry fuel, water, ammo, MREs or sandbags.
- h. Low crawl, high crawl and rush for three to five seconds.
- i. Move over, through and around obstacles.
- j. Carry and fire individually assigned weapon.

2. Commandants may not supplement these course graduation requirements.

(REF: AR 350-1, Chap 3; AR 611-1, Chap 6; TR 350-10, Chap 2, Para 2-7; DA MSG: 092054Z SEP 04, SUBJECT: Selection and Scheduling of Soldiers for Army Schools; and DAMO-TR, DTG: 051617Z May 08, ALARACT 120/2008), SECARMY Memorandum Subject: Army Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education, dated 17 September, 2012)

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**Course  
Objectives**

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The training in WLC focuses on:

- Basic leadership training;
- Instilling leader's skills, knowledge, and experience needed to lead a team –squad size units;
- Providing the foundation for further training and development; and
- Building functional leadership attributes and competence.

(REF: AR 350-1, Chap 3)

**Student  
Orientation**

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All commandants must:

- Post their student orientation information under their respective school codes to the school header (SH) screen in ATRRS;
- Ensure information is current at all times and includes all information from TR 350-18, Chapter 3, and Paragraph 3-20 as necessary;
- Mail information to the students' unit NLT 45 days prior to start of the course if ATRRS (<http://atrrs.army.mil>) is not available; and
- Have copies available for those students who did not receive a copy prior to reporting for training.

(REF: TR 350-10, Chap 2, Para 2-4; and TR 350-18, Chap 3, Para 3-20)

**Army Lessons  
Learned**

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1. Once a week Chiefs of Training will review the Center for Army Lessons Learned (CALL) Web site, <http://call.army.mil>, for current lessons learned and current events that pertain to the lessons learned, and distribute to SGL/SSGL.

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# Instructions to Students On Report Day

Students will not bring a POV to the Academy on day zero.

Gates open for students at 0:00. Students must report to the Academy at 07:22.

Uniform for reporting is Summer PT uniform with the PT Jacket.

Students will report to the Academy with their assigned weapon. Before arriving at the Academy, students will turn in all optical and reflex sighting systems (i.e. ACOG, CCO, M68, EoTech etc.) as well as fore grips and bipods and turn them in to their unit armorer. Students are not authorized to store these items in wall lockers. Students should have their blank firing adapter already mounted on their weapons upon entering the Academy.

## Parking

Parking in the Academy is limited and students are not allowed to bring POVs to WLC. The primary parking area for sponsors is the gravel parking area outside the front gate. If there is not sufficient parking in area A, the overflow will be in area B. Area B is the West side of the asphalt track and grass area immediately adjacent to it that runs along the West side of the neighboring warehouse fence.

# Helpful Information for Prospective Students

Students should report to WLC ready to train. Course pre-requisites can be found on the ATRRS website. Students should be in compliance with AR 670-1 upon reporting. Some common deficiencies seen among previous students include:

Haircuts not within regulation. Males MUST report with a fresh haircut. Females should ensure that their hair is in compliance and will remain so for the duration of the course.

White ankle socks too short. Socks must cover the entire ankle or be up to mid-calf.

Poorly fitted/unserviceable uniforms. Ensure that your uniform is neither too tight nor too loose. Common deficiencies include: Physical Fitness Uniform (PFU) too large, dirty PFUs, faded/stained ACUs, ACU bottoms too small, Army Logo missing from shorts and unauthorized footwear.

AR 670-1 requires Soldiers to wear undergarments as appropriate. Spandex is highly recommended for physical fitness training. Females should wear a sports bra appropriate for vigorous physical training.

Sunglasses are not authorized at WLC except when prescribed by medical authority. Protective eyewear may be worn during field training provided that it is listed on the APEL (Authorized Protective Eyewear List) which can be found at: <https://peosoldier.army.mil/docs/apls/MCEP-poster.pdf>

Gloves other than issued can be worn at WLC provided that it is listed on the Authorized List which can be found at:

<https://peosoldier.army.mil/docs/FRCombatGlove.pdf>



## **LEADERSHIP RESPONSIBILITIES DURING WEAPONS CLEARING PROCEDURES**

While on the Academy grounds, weapons will be unloaded and on safe at all times. When moving outside of the Academy for training, students will chamber a round and keep their weapons on safe at all times. Weapons will be cleared upon entering the gate of the Academy following field training.

Weapons will be cleared in the following manner:

- Ensure the weapon is on safe.
- Remove the magazine from the weapon.
- Point the muzzle of the weapon inside the clearing barrel.
- Pull back on the charging handle.
- Check the chamber to ensure no rounds are present in the weapon.
- Release the charging handle allowing the bolt to go forward.
- Squeeze the trigger.
- Charge the weapon and place it on SAFE
- Close the dust cover and police up the ejected round if present.

During this time, the student leadership should be providing supervision of the soldiers to ensure that there are no negligent discharges.

AT ALL TIMES during clearing procedures:

- The Squad Leader will monitor the team leaders.
- The team leaders will monitor their team members.

**VJ G'UVWF GPV'CPF'STUDENT LEADERSHIP WILL BE HELD  
ACCOUNTABLE FOR ANY NEGLIGENT DISCHARGES.**

## **Student Chain of Command Responsibilities**

Students in leadership positions derive their authority from AR 600-20. Students who do not obey orders are subject to dismissal for disciplinary or motivational reasons.

The student chain of command is responsible for the conduct of the students at all times (i.e., student time, study hall, breaks, all meals, return to classroom on time, etc). The student chain of command is authorized to be in the rooms of their Soldiers to inspect their areas from 0530 – 0800 hours daily. Leadership may also check their rooms during student time, however they must check in at the Staff Duty desk, before and after. Males and females must sound off with “Male on the floor” or “Female on the Floor” as appropriate, before moving onto the floor. At all other times, students must have permission from Cadre to be in areas of the opposite gender. While in a leadership capacity, when a male student is in a female student’s room or vice versa, the door and curtains for that room will remain open and both the room occupant and the visiting student leader will have a battle buddy of the same sex present. There is no exception to this policy. Any male student found in a female room, or female in a male room, without Cadre authorization may be released from the course for disciplinary reasons. Leadership evaluations will begin on day two. Leadership positions will be rotated every fifth day after that until all students have been evaluated. Each student will be evaluated as either Squad Leader or Team Leader, (1SG & PLT SGT are not graded leadership positions).

**First Sergeant:** The Student First Sergeant will receive all of his or her guidance from the Chief Instructor. He or she is responsible for:

All class formations during the day.

Dissemination of information to the Student Platoon Sergeants.

Inspecting common areas daily, i.e., break areas, lanais, la-trines, stairwells.

**Platoon Sergeant:** The Student Platoon Sergeant is responsible for:

All platoon formations during the day.

Inspecting common areas daily (break areas, lanais, floor la-trines, supply closets, stairwells, and barracks common areas).

Monitoring and controlling the platoon in the dining facility line.

**Squad Leader:** The Student Squad Leader is responsible for:

Squad formations during the day.

Supervising squad areas and clean up daily.

Reporting accomplishment of squad area clean up to the student PSG.

Proper distribution of work details. .

Inspecting squad's living area.

Briefing squads on the next day's training each night.

Monitor and control the squad in the DFAC line at each meal.

**Team Leader:** The Student Team Leader is responsible for:

Maintaining accountability of students in the team and correctly reporting team status to the student squad leader.

Supervision of all details assigned to the teams.

Ensure all members have all required equipment for the en-tire day.

Inspecting team's living area and common areas.

Students will ensure that accurate reports are given at all formations.

# The Soldier's Creed

**I am an American Soldier.**

**I am a Warrior and a member of a team.**

**I serve the people of the United States and live the Army values.**

**I will always place the mission first;**

**I will never accept defeat;**

**I will never quit;**

**I will never leave a fallen comrade.**

**I am disciplined, physically and mentally tough; trained and proficient in my Warrior tasks and drills.**

**I always maintain my arms, my equipment and myself.**

**I am an expert and I am a professional.**

**I stand ready to deploy, engage, and destroy the enemies of the United States of America in close combat.**

**I am a guardian of freedom and the American way of life.**

**I am an American Soldier!**

# The Army Song

**First to fight for the right, and to build the nation's might,**

**And the Army Goes Rolling Along.**

**Proud of all we have done, fighting till the battle's won,**

**And the Army Goes Rolling Along**

**CHORUS: Then it's hi, hi, hey! The Army's on its way**

**Count off the cadence loud and strong**

**(two, three) For wher-e'er we go, You will always know**

**That the Army goes Rolling Along**

# CREED OF THE NONCOMMISSIONED OFFICER

**N**o one is more professional than I. I am a Noncommissioned Officer, a leader of soldiers. As a Noncommissioned Officer, I realize that I am a member of a time-honored corps, which is known as “the BACKBONE OF THE ARMY.” I am proud of the Corps of Noncommissioned Officers and will at all times conduct myself so as to bring credit upon the Corps, the Military Service and my country regardless of the situation in which I find myself. I will not use my grade or position to attain pleasure, profit, or personal safety.

**C**ompetence is my watchword. My two basic responsibilities will always be uppermost in my mind; accomplishment of my mission and the welfare of my soldiers. I will strive to remain technically and tactically proficient. I am aware of my role as a Noncommissioned Officer. I will fulfill my responsibilities inherent in that role. All soldiers are entitled to outstanding leadership; I will provide that leadership. I know my soldiers and I will always place their needs above my own. I will communicate consistently with my soldiers and never leave them uninformed. I will be fair and impartial when recommending both rewards and punishment.

**O**fficers of my unit will have maximum time to accomplish their duties; they will not have to accomplish mine. I will earn their respect and confidence as well as that of my soldiers. I will be loyal to those with whom I serve: seniors, peers and subordinates alike. I will exercise initiative by taking appropriate action in the absence of orders. I will not compromise my integrity nor my moral courage. I will not forget, nor will I allow my comrades to forget that we are professionals, Noncommissioned Officers, Leaders!